

**East Providence Housing Authority**  
**REGULAR MEETING**  
**May 3, 2016**

The Regular Meeting of the Board of Commissioners of the East Providence Housing Authority was held on the above date at City View Manor. The meeting was called to order at **4:00PM** by Chairman Richard Smith.

The Pledge of Allegiance was lead by Executive Director Theresa Correia and recited by those in attendance.

**ROLL CALL:**

Present: Chairman, Richard Smith, Vice Chairman John Faria, Commissioners, Valarie Lawson, Eileen Bowden, Cynthia Faria, and Executive Director Theresa Correia. Excused: Commissioners Antero Braga, Luci Stoddard

**RESIDENT & PUBLIC CONCERNS:**

none

**APPROVAL OF MINUTES:**

Regular Meeting – 3/4/16: A motion was made by Commissioner Lawson to accept the minutes as presented, seconded by Commissioner Bowden. All Commissioners present voted aye.

**DIRECTOR'S REPORT:**

Director Correia reported on the following:

- Carpet is down on floors 6 thru 11. Prep work for 5 and 4 starting May 4<sup>th</sup>. Abatement of a portion of the lobby area will be done the 3<sup>rd</sup> week of May.
- Application has been made for a full time FSS Coordinator, which if approved, will allow Jennifer to remain in her current position. We remain positive on its acceptance, as the program numbers have been going up each year and many participants are completing their goals.
- The Capital Fund Plan for 2016 was accepted by HUD. For 2016 the grant amount is \$514,486., up from 2015 amount of \$492,484.

A motion was made by Commissioner Bowden to accept the report as presented. Seconded by Vice Chairman Faria. All Commissioners present voted aye.

**PUBLIC HOUSING VACANCY REPORT**

A motion by Vice Chairman Faria to accept the report as presented. Seconded by Commissioner Lawson. All Commissioners present voted aye.

**HOUSING CHOICE VOUCHER REPORT**

Ms. Ott informed the board that the department continues to aggressively pull from the waitlist. Director Correia reported that in the past 12 months, vouchers have increased by 35. A motion by Commissioner Lawson to accept the report as presented. Seconded by Commissioner C.Faria. All Commissioners present voted aye.

**FSS REPORT**

A motion by Vice Chairman Faria to accept the report as presented. Seconded by Commissioner Bowden. All Commissioners present voted aye.

**PAID BILL REPORT**

**March 2016: \$260,634.60** A motion was made by Vice Chairman Faria to accept the paid bill report as presented, seconded by Commissioner C.Faria. All Commissioners present voted aye.

### **FINANCIAL SNAPSHOTS**

2/16 AND 3/16: A motion by Commissioner Lawson to accept the reports as presented. Seconded by Commissioner C.Faria. All Commissioners present voted aye.

### **REQUISITIONS**

Payment #4– Packhem Painting Co. \$59,490.00

A motion was made by Vice Chairman Faria to approve the payment to Packhem Painting Company. Seconded by Commissioner Lawson. All Commissioners present voted aye.

### **APPROVALS:**

Goldsmith Manor Elevator Upgrade: Award to Atlantic Elevator South

Atlantic Elevator South: \$134,880.

Otis Elevator: \$173,400.

A motion was made by Vice Chairman Faria to award the elevator upgrade to Atlantic Elevator South. Seconded by Commissioner Lawson. All Commissioners present voted aye.

Harbor View Manor Masonry Repairs: Award to East Coast Masonry

East Coast Masonry: \$161,100.

Alpha Omega Construction: \$220,000.

Thompson Waterproofing: \$254,400.

Tower Construction: \$323,400.

Freeport General Contracting: \$369,849.

A motion was made by Vice Chairman Faria to award the masonry repair contract. Seconded by Commissioner Lawson. All Commissioners present voted aye.

### **Adjourn**

At 4:20pm upon a motion by Vice Chairman Faria and second by Commissioner Bowden, the meeting was adjourned. All Commissioners present voted in favor.

Respectfully submitted,

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Theresa M. Correia

Executive Director

Transcribed by tmcorreia